

BOARD MEETING

Monday, December 21, 2015

1:00 p.m.

Clallam Transit System
830 West Lauridsen Boulevard
Port Angeles, Washington 98363

A G E N D A

- I. Call to Order – Chairman Bryon Monohon
- II. Introduction of Guests and/or Additional Items for the Agenda
- III. Public Comment
- IV. Presentations:
 - A. Recognition of Outgoing Clallam County Commissioner Jim McEntire for His Service as a Board Member
 - B. Recognition of Outgoing City of Forks Councilman Mike Breidenbach for His Service as a Board Member
- V. Public Hearing: Draft 2016 Budget (Action is Anticipated under Board Action Section)
- VI. Correspondence:
 - A. Washington State Auditor's Office Letter of Notice: Audit of Washington State's Pension Plans – November 19, 2015
 - B. Tammy Dziadek Letter of Commendation: Transit Operator Jacqueline Quent – November 15, 2015
 - C. Washington State Department of Transportation's (WSDOT) Letter of Notice: 2015-2017 Consolidated Grant Program Award – November 12, 2015
 - D. WSDOT Letter of Notice: 2015-2017 Vanpool Investment Program Award – November 12, 2015
 - E. CTS Memorandums of Commendation: Customer Service
 - 1. Transit Operator Jacque Quent – December 8, 2015
 - 2. Paratransit Driver Martin Borleau – December 2, 2015
 - 3. Paratransit Driver Jim Goff – December 1, 2015
 - 4. Paratransit Driver Penny Bially – December 1, 2015
 - 5. Paratransit Driver David Fudally – December 1, 2015
- VII. Monthly Financial Statements Review
- VIII. Consent Agenda:
 - A. **Approval of the Minutes** of the November 16, 2015, Board Meeting
 - B. **Approval of the Minutes** of the November 5, 2015, Special Board Meeting
 - C. **Acceptance of the Payment Listing for Board Approval** for November 2015
 - D. **Resolution to Recognize** Outgoing Clallam County Commissioner Jim McEntire for His Service as a Board Member

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- E. **Resolution to Recognize** Outgoing City of Forks Councilman Mike Breidenbach for His Service as a Board Member

IX. For Board Action:

- A. Approval of 2016 Budget – Resolution
- B. Adoption of Updated Mission and Vision Statements and 2016-2018 Values and Goals
- C. Approval of Amendment to the 2014-2020 Transit Development Plan (TDP) – Resolution
- D. Approval of Authorizations for Request for Proposals and Contract Award for Transit Advertising Services -- Resolution
- E. Approval of 2016 Nonrepresented Personnel Salary/Wages Schedule – Resolution
- F. Travel Authorization: 2016 Washington State Transit Association (WSTA) Legislative Conference

X. For Board Discussion and/or Information:

A. Items of Interest:

- 1. Election of Officers for 2016
- 2. American Public Transportation Association (APTA) Legislative Alert
- 3. Status Update: Peninsula Regional Transportation Planning Organization (RTPO) Executive Board Meeting
- 4. Status Update: First Aid/CPR Training for Staff
- 5. Status Update: Approved Minor Service Change
- 6. Status Update: New CTS Website
- 7. Status Update: Washington State Transit Insurance Pool (WSTIP) Guest Rider Program

B. Staff Reports:

- 1. Operations Department Report
- 2. News Releases:
 - a. CTS 35-year Anniversary Celebration Wrap-up
 - b. Public Transit “Winter Snow Plan” Announced
- 3. Other Reports

C. Board Open Discussion

XI. Executive Session

XII. Adjourn

Next meeting: Monday, January 25, 2016, at 1:00 p.m. at the Clallam Transit System, 830 West Lauridsen Boulevard, Port Angeles, Washington 98363.